



State of Arizona
Department of Education

SCHOOL FINANCE MEMORANDUM 12-020

TO: Charter School Administrators, Directors, and Principals

FROM: Lyle Friesen, Director of School Finance

DATE: October 1, 2011

SUBJECT: 10/01/11 Basic Calculation for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

Please be advised that the October 1, 2011 charter apportionment is complete. The CHAR55-1 and the CHAR64-1 equalization assistance reports for charters are posted on each charter school's home page of the Arizona Department of Education (ADE) School Finance website at <http://www.ade.az.gov/districts>. If assistance is required for finding or viewing these reports, please contact the ADE IT Technology Support team at (602) 542-7378 or toll free at (866) 577-9636.

All eligible charters were paid based on the estimated student counts data submitted by the cutoff time of 4:30 p.m. on September 15, 2011. The student enrollment summary reports related to this payment cycle are available for download and review from the School Finance website. If the charter has any concerns or questions regarding the estimated enrollment data or report, please contact the assigned account analyst for the charter. The school-by-school list of account analysts is located at: <https://www.azed.gov/Administrators/SF/Lists/LEAAccountAnalysts/AllItems.aspx>

For the November 1st payment, the charters who have reached the 40th day of instruction by mid-October, funding will be based on 40th day ADM, and for the charters who have not reached the 40th day will continue on estimated ADM. Since the timely and accurate submission of student level data for charter counts is the basis for calculating charter state aid, the following item is being offered as a reminder for the charter.

Important Adjustments to be aware of in this payment:

- Charter audit expense adjustments are included in your October 2011 charter apportionment based on the submitted adopted budget as of July 15, 2011. The chart below outlines the locations in which a value must have been present in order to receive the adjustment. If you



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have any questions related to budget submission; please contact the budget team by email at <mailto:SFBudgetTeam@azed.gov>.

Group	Budget Type Description	Page	Cell Reference
Audit Expense	FY2012 Charter Expenditure Budget	2	034
Audit Expense	FY2012 Charter Budget Worksheets	Worksheet C	F15
Audit Expense	FY2010 Charter Annual Financial Report	7	G16

- A.R.S. section 15-185, Subsection B, paragraph 4: Additional Assistance has been calculated based on estimated ADM submitted by the schools. The preliminary reduction amount, pursuant to Laws 2011, First Regular Session, Chapter 29 (Senate Bill 1617), can be found on the last page of the CHAR 64-1 report. Three-twelfths (3/12) of the amount will be taken in the October 1st payment and the balance of the 9/12 amount will be taken equally from November to June 30th payment. **Please note: This is just the preliminary number; the final reduction amount will be recalculated once the 100th day ADM is available for all schools.

For any questions regarding the October 1, 2011 charter equalization calculation please contact Barbara Axe at (602) 542-8248 or by email at Barbara.Axe@azed.gov. Please contact your Account Analyst if you have any questions about your estimated student count data or other required student information. You can find your Account Analyst at <https://www.azed.gov/Administrators/SF/Lists/LEAAccountAnalysts/AllItems.aspx>.